

## DOWNTON PARISH COUNCIL

**Minutes of the Meeting held on Monday 12<sup>th</sup> January 2015 at the Band Hall, Gravel Close, Downton at 7.30 pm.**

**Present:** Cllr Mace (Chairman) and Cllrs Chandler, Cordell, Dean, Dickinson, Ford, Hayward, Lacey, Quarmby, Pearce, Sutcliffe, Whitmarsh, Yeates and Watts.  
Unitary Cllr Julian Johnson and Bev Cornish, Parish Clerk.

15 members of the public were present.

### **Part 1**

**14/245: To receive a written application for the office of parish councillor and to approve the co-option of Mr Paul Dickinson to fill the existing vacancy:** Following a brief summary given by Mr Dickinson on his background, Cllr Sutcliffe proposed, Cllr Hayward seconded and it was agreed by the meeting that he be co-opted. He signed his declaration of acceptance of office.

**14/246: Apologies:** Cllr Ross.

**14/247: Minutes:** The Minutes of the Parish Council meeting held on 15th December 2014 were approved as a true record and signed by the Chairman following a correction being made to Minute 14/238 to read Avon Meadow rather than Roman Meadow. Proposed by Cllr Ford seconded by Cllr Lacey and agreed by the meeting with two abstentions from Cllrs Hayward and Quarmby.

**14/248: Public Question/Statement Time –15 minutes to receive any questions or statements from members of the public:**

Mr Mike Griffin made a statement and asked questions on behalf of the residents of Standlynch Farm regarding the proposal from Hive Energy to submit an application for a 182 acre solar farm at Witherington Farm. He requested that the Parish Council provide the forum for a proper discussion on the proposal as well as take into account government recommendations on the siting of solar farms which was to locate them on brownfield sites rather than on agricultural land. He said residents had met with representatives from Hive Energy before Christmas 2014 but had not received the promised information from them.

The Chairman reported that the Parish Council was also awaiting further information from them but it understood that the application was to be submitted in late January or early February 2015. He said the Parish Council would be giving the application due consideration once it had been received.

Ms Claire Freemantle, Vice-Chair of the Downton Society, referred members to an item on the Agenda regarding the issue of HGVs illegally using the 7.5 tonne weight limit zone and asked that they support the Downton Society's proposal to remove the directional signs with a picture of a lorry on them located beside Slab Lane and Vale Road in Woodfalls which it thought were misleading. She said signs needed to be erected on the M27 directing HGVs to the Downton Industrial Estate via the A31 and A338 to avoid lorries using the Cadnam exit.

Mrs Jenny Saxby, a resident, made a detailed statement on the proposed plans for the extension to Downton Primary School. She asked that members of the Parish Council meet with her to explain the changes to The Bunny and new multi-use games area and how these would impact her property and those of her neighbours which were located adjacent to them.

## DOWNTON PARISH COUNCIL

The Chairman gave a summary of the background to the revised plans and the support received from residents at the July 2013 Public Exhibition. He said he would be happy to meet with her and apologised that the Parish Council had not yet done this.

Mrs Sandra Moody, a resident, asked that the Parish Council inform her about how the changes to the Flood Defence System in the Memorial Gardens would affect her property.

Mr Chris Hall asked that the Parish Council consider lobbying the Police & Crime Commissioner and the Area Board on the issue of the removal of custody suites in Salisbury which would result in residents who had been arrested but not charged having to make their own way back to Downton from Melksham once they had been released.

**14/249: To receive a briefing from Unitary Cllr Richard Britton, Chairman, Southern Wiltshire Area Board and Vice-Chairman, Wiltshire Council on the Community Campus Project:** Cllr Britton gave a detailed briefing and responded to questions on Wiltshire Council's project to create a Community Campus in each of the eighteen community areas across the county and how it may assist in improving the sustainability of Downton Leisure Centre.

He said the way in which the Southern Area was located, with many of the villages using Salisbury as their service centre, did not lend itself easily to creating one community campus. He said he had received support from Wiltshire Council to create three smaller campuses in Alderbury, Downton and Winterslow if the parishes were supportive and willing to produce the business plan to justify the funds to build them.

He said there was no deadline for the project but asked members to consider doing something sooner rather than later as the current government cuts, and further cuts expected after the General Election in May, could mean that Wiltshire Council would need to reallocate the monies to other projects of greater priority. The Chairman thanked Cllr Britton for attending and for his briefing.

**14/250: To receive a briefing on the Downton Neighbourhood Plan from Mrs Nikki Wilson, Chair of the Neighbourhood Plan Steering Group:** Mrs Wilson gave a detailed update on Stage 1 of the Plan which had been completed and explained the process for Stage 2 which was to create a draft plan for public consultation, inspection and then referendum for which the timescale for completion was currently Winter 2015.

Mrs Wilson said that once the draft plan had been produced it was necessary for the Parish Council to read and, if appropriate, endorse it. She reported that four members of the Council were on the Steering Group and asked more members to get involved. She said the response to the questionnaire had been excellent at 554 responses so the Plan was clearly something which residents considered to be of great importance.

**14/251: To receive Declarations of Interest in respect of matters contained in this agenda in accordance with the provisions of the Localism Act 2011:** Cllr Dean declared a personal and pecuniary interest in application 14/11660/FUL of Minute 14/254 and did not speak or vote.

**14/252: Matters arising from the Minutes:**

**14/238: Kick Wall in the Moot Lane Recreation Ground:** The Chairman reported that Mr Zach Anderson had painted the Kick Wall following no issues being raised by the neighbours.

## DOWNTON PARISH COUNCIL

**14/239: Richard Britton to speak at a future meeting on Campus Project:** The Chairman confirmed that Unitary Cllr Britton had accepted the invitation to attend the meeting on 12th January 2015 and already spoken.

**14/242: To consider a request from Wiltshire Online to site a Digital Subscriber Line Access Multiplexer ('DSLAM') Box on the Borough Green adjacent to South Lane, Downton:** The Chairman reported that discussions with BT and Wiltshire Council were still ongoing. The Parish Council's suggestion to build out the pavement on South Lane up to the fence was being considered.

**14/253: Wiltshire Council matters – Unitary Councillor's Report:** Cllr Johnson gave a brief report on several Wiltshire Council issues including details of the forthcoming meetings to determine the 2015/16 budget which would need to take into account a reduction in government funding of £30 million and a further reduction after the General Election, the adoption of the Wiltshire Core Strategy by the Cabinet and the all party working group on a reduction in HGVs in the 7.5 tonne zone which was formed from Police Wiltshire and Hampshire, the New Forest National Park Authority, Wiltshire and Hampshire Councils and most affected parishes.

### **14/254: Planning and Tree Works Applications:**

**14/11867/TPO - 2 Gravel Close, Downton - Whitebeam - Fell and remove stump and replace with Prunus "Accolade":** Cllr Sutcliffe proposed, Cllr Hayward seconded and it was agreed by the meeting with one abstention from Cllr Yeates that no objection be raised.

**14/11660/FUL - Prebendal Cottage, Barford Lane, Downton - Demolish existing garage and erect studio/car port with timber decking:** Cllr Watts proposed, Cllr Ford seconded and it was agreed by the meeting that no objection be raised.

**14/11941/FUL - Telecommunications Mast, Downton, SP5 3QL - Upgrade to an existing installation and associated works:** Cllr Watts proposed, Cllr Quarmby seconded and it was agreed by the meeting that no objection be raised.

**14/11981/FUL - Downton Parish Hall (previously Old Junior School) Barford Lane, Downton - Conversion of existing church buildings to 3 x residential units including mezzanine floors. Alterations to fenestration. Demolition and rebuild of existing lean to link extensions. Demolition of lean to shed to rear:** Cllr Yeates proposed, Cllr Ford seconded and it was agreed by the meeting that this application be deferred to the next meeting so that members could have more time to gain a better understanding of the plans.

**14/11309/ADV - Salisbury Mitsubishi, The Headlands, Downton - Installation of 2 x illuminated fascia cladding signs with a corrugated background:** Cllr Sutcliffe proposed, Cllr Hayward seconded and it was agreed by the meeting that no objection be raised.

**14/255: To consider and approve the leasing of a parcel of land on the eastern side of the Memorial Gardens to Downton Primary School and the Diocese of Salisbury for the purpose of continuing to enable the accommodation of all children of primary school age in the parish who wish to attend Downton Primary School. This being subject to a satisfactory outcome of negotiations with Wiltshire Council, Charles Church, Downton Primary School, the Environment Agency and Wessex Water:** Cllr Hayward proposed, Cllr Cordell seconded and it was agreed by the meeting that the leasing

## DOWNTON PARISH COUNCIL

be approved. Members also raised no objection to a draft press release which provided an update to residents and was to be included in the next InDownton Newsletter.

**14/256: To consider the allocation of £600 from reserves for the formulation of a lease by Jacksons Solicitors for the land in the Memorial Gardens between Downton Parish Council and the Diocese of Salisbury:** Cllr Dean proposed, Cllr Yeates seconded and they were approved by the meeting. The Clerk was asked to seek clarification that the costs of producing the lease would be borne by the lessee.

**14/257: To consider the briefing given by Unitary Cllr Britton on the Community Campus Project and to consider whether to:**

- (i) **Set up of a Working Group to investigate the potential for creating a Southern Wiltshire Area Campus in Downton:**
- (ii) **Elect members to the Campus Working Group:**

Following a discussion, Cllr Sutcliffe proposed, Cllr Hayward seconded and it was agreed by the meeting that this item be deferred to the next meeting to enable more time to be given to members to consider joining the Working Group.

**14/258: To consider four emails received from representatives of the Downton Society regarding commercial HGV drivers and their Sat Navs, following the recent examples of an incident in Downton when an HGV breaching the 7.5 tonne weight zone collided with a resident's car at the pinch point in The Borough and in Colerne, Wiltshire when a fuel tanker blocked a country road for three days, and to agree on any action to be taken:** Cllr Yeates proposed, Cllr Whitmarsh seconded and it was agreed by the meeting that the Clerk should write to the Cabinet member responsible for Highway, Mr John Thomson, expressing the Parish Council's concern about the flouting of the 7.5 tonne weight limit and the need for additional signage.

**14/259: To consider a response to the Wiltshire Council consultation on the Wiltshire Local Flood Risk Management Strategy:** Following a discussion, Cllr Ford proposed, Cllr Sutcliffe seconded and it was agreed by the meeting that the responsibility for devising a response be delegated to Cllrs Quarmby, Yeates and Mace.

**14/260: To consider a response to the Police & Crime Commissioner's consultation on his recommendation to set the increase for the policing element of the Council Tax for 2015/16 at £3.06:** Cllr Ford proposed, Cllr Hayward seconded and it was agreed by the meeting that the Parish Council should raise no objection to the increase but the Clerk should add a comment in the response which expressed the Parish Council's concerns about the removal of custody suites from Salisbury.

**14/261: To consider a response to the Department for Communities and Local Government consultation on Parish Polls and HM Government's intentions to modernise parish poll regulations:** Following a discussion, Cllr Hayward proposed, Cllr Yeates seconded and it was agreed by the meeting that the responsibility for devising a response be delegated to Cllrs Quarmby, Mace and the Clerk.

**14/262: Committee Reports:**

**New Housing Development Committee:** Cllr Mace gave a brief report on a recent meeting at which the plans for the Primary School had been given approval, subject to successful negotiations with all parties, and the tender process for architects as well as the appointment of a selection panel had been agreed.

## DOWNTON PARISH COUNCIL

### 14/262: Representatives' Reports:

**Memorial Hall Committee:** Cllr Sutcliffe gave a brief report on a recent meeting at which a number of issues had been discussed including the appointment of a new secretary. He also said that the bookings and income were healthy.

**Parish Council Surgery:** Cllr Quarmby gave a brief report on the recent surgery which had been attended by three residents. A number of issues had been raised including the plans for the Primary School, an overgrown cherry tree on the land on the corner of Moot Lane and the parking of vehicles from the Charlotte Close development in Barnaby Close. He said all of the issues which needed action were either being dealt with by the Clerk or were to be considered by the Amenities Committee at its next meeting.

### 14/263: To approve the following payments:

£229.80 - The Landscape Group – For bin emptying.

£150.00 - Wylve Valley Forge – For the repair of Public Seat Frame.

£91.00 – Amazon – For new Epson printer for Clerk's office.

Cllr Ford proposed, Cllr Quarmby seconded and they were approved by the meeting.

### 14/264: To approve the Accounts for payment for January and to record the bank balances:

	£
The Landscape Group Bin emptying – December 2014	229.80
Wessex Water - Moot Lane Pavilion	28.84
James Howells - January Salary	196.80
B Cornish - January Salary and one off payment	1390.38
HM Revenue & Customs - PAYE and NIC for Oct, Nov, Dec 2014	1160.57
B Cornish - Purchase of Epson Printer from Amazon	91.00
	-----
Total	3097.39
	=====

### Balances Approved and Noted as at 12.01.15:

Current A/c: £10,531.10 Deposit A/c: £36,522.00 Santander Time Deposit: £42,067.66

Cllr Ford proposed, Cllr Cordell seconded and they were approved by the meeting.

### 14/265: Correspondence:

- 1 Mr Sacha Cohen - An email providing suggestions on how the Parish Council should engage with Wessex Water on dealing with the drainage problems in Downton. *The Clerk has responded.*
- 2 WALC – Two emails from Mrs Liz Read advising of the DCLG consultation on Parish Polls and the sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for local councils in England for 2015-16 is to be £7.36.
- 3 Downton Society – Three emails from Mrs Nikki Wilson, Ms Susan Barnhurst-Davies and Ms Claire Freemantle on the issue of HGVs and their suggested solutions.
- 4 Wiltshire Council – An email from Mr David Parkes advising of the Agenda for the Southern Area Planning Committee meeting being held on 15<sup>th</sup> January 2015 at 6 pm at City Hall.
- 5 Wiltshire Highways – An email update from Mr Tracy Myers on the Parish Steward schedule.
- 6 Mrs June Hawkins – An email expressing concern about the white vans and cars parked in and around Moot Close. *The Clerk will speak to Pc Matt Holland.*
- 7 Wiltshire Police & Crime Commissioner – An email advising of the public consultation on the cost of policing in 2015-16.

## DOWNTON PARISH COUNCIL

- 8 Mrs Maggie Hunter – The last of several email exchanges regarding the dumping of animals and birds on footpath 27. *The Clerk had pursued this with Wiltshire Council's Environmental Health Department.*
- 9 Wiltshire Council – An email from Ms Sarah Cosentino regarding the installation of a DSLAM on the Green and the response from the Parish Council.
- 10 Longford Estate – An email from Mr Alasdair Jones-Perrot regarding the installation of a DSLAM on the Green and the response from the Parish Council.
- 11 WALC – An email from Mrs Liz Read asking that the Parish Council sign the e-petition asking the Government to continue funding the ACRE (Action with Communities in Rural England) Network. Community First is part of this network.
- 12 Docombe – An email from Mr John Underhill MBE, Director and Company Secretary, enclosing an advert for an application for additional vehicles, which was to be published in the next available issue of the Salisbury Journal and offering to respond to questions and queries from councillors if required.
- 13 Wiltshire Council – A letter from Ms Tracy Carter confirming the transfer of the responsibility for cleaning and repairing the glass of the bus shelters in the parish.
- 14 Wiltshire Council – A letter from Mr Andrew Guest advising of the receipt of further amended plans for the Downton Primary School planning application.
- 15 Longford Estate – A letter from Mr Alasdair Jones-Perrot regarding the possible creation of a permissive path across the Avon to enable access for residents in Moot Lane to the eastern end of The Borough. *It was agreed that this be passed to the Rights of Way Working Group.*

### Part 2 – CONFIDENTIAL INFORMATION – EXEMPT MATTERS - STAFFING

**14/266: Cllr Mace to propose the following resolution – ‘That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest, that the press and public be temporarily excluded and they be instructed to withdraw’:** Seconded by Cllr Sutcliffe and approved by the meeting.

**14/267: To consider and approve a pay award of 1% from 1st January 2015 and a non-consolidated (one off) payment in December of £100 pro-rated, as recommended jointly by NALC and SLCC for salary scales of all full and part- time clerks employed under the terms of the model contract:** Following a briefing from Cllr Ford, he proposed, Cllr Sutcliffe seconded and they were approved by the meeting.

**14/268: Date of next meeting:** – Monday 26<sup>th</sup> January 2015 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business, the meeting closed at 10.00 pm.